



**VERDUGO FIRE COMMUNICATIONS CENTER  
TASK FORCE MEETING MINUTES  
TUESDAY, SEPTEMBER 8, 2015**

**Attendees:**

Agency	Primary	Alternate
Alhambra - ALH	Battalion Chief Tom Phelps	
Arcadia - ARC	Deputy Chief Mike Lang	
Burbank - BRK	Assistant Chief Dave Schmitt	
Angeles Nat'l Forest - ANF		
Bob Hope Airport - BUR		
Glendale - GLN	Battalion Chief Tom Propst	
LA City - LFD		
LA County - LAC		
Monrovia - MRV		FF Ernie Moreno / FF Kyle McKee
Montebello - MTB		
Monterey Park - MPK	Battalion Chief Mark Khail	
Pasadena - PAS	Battalion Chief Dave Watson	
SGB-SNM-SPS		
Sierra Madre - SMD	Capt. Brent Bartlett	
Verdugo Fire Comm.	Don Wise / Jason Pfau / Alison Finch	Dr. Loza-Gomez

**Housekeeping:** [September 11 morning remembrance & announcement upcoming.](#)

**I. New Business:**

- A. BRK Rehab 11 (RHB11) New Unit:** REHAB 11 – This is a utility type vehicle that will be manned by BRK fire inspectors during weekday office hours and BRK Fire Corps volunteers after-hours and weekends (<http://www.burbankfirecorps.org/>). RHB11 will provide rehabilitation support on active incidents in BRK, e.g. hydration, snacks, canopies, misters, etc. Once added to the CAD incident they will be subsequently dispatched via a PageGate message. This will then cause routing to BRK's I AM RESPONDING APP (<http://iamresponding.com/v3/Pages/Learn.aspx?contentID=2>). RHB11 personnel may self-dispatch to a working incident, in which case they will come up on RED1 and advise they are responding with their ETA. Other Verdugo agencies will likely implement similar measures to assist with FF health/welfare during an incident.
- B. BRK Gator 16 New Unit:** Gator 16 may be dispatched upon request of arriving BRK units or IC, based on availability of Station 16 crew; this is to support Mountain Rescues and any other areas in Burbank where accessibility is a concern. This will be initiated in CAD upon completion of program details which should arrive to Verdugo Staff shortly.
- C. Hydrant Layers:** Verdugo will be performing a new GeoFile conversion process for both internal mapping systems for Verdugo Staff and MCT mapping software for field personnel. As such, each agency needs to submit fire hydrant data and boundary map or fireblock map changes; this will likely be the last conversion process prior to purchase of any new CAD system. LA County Countywide Address Management System (CAMS) project will be the source of the baseline GeoFile dataset. EA Wise is requesting a 60-day turnaround for fresh data due by November 10 TF meeting.
- D. SMD Unattended Campfire 7/28:** Attempted suicide.

- E. **RESCUE 480 N. Arroyo Blvd, PAS 7/28:** Several children injured as result of a tree falling. No significant issues or concerns noted with dispatch. Mostly glancing blows from tree branches; no entrapment.
- F. **WestNet Server Issue 7/29/15:** System and Transactional Log files queued past their limits causing system outage. Files were subsequently relocated and archived by Jason which cleared the system.
- G. **SPS/SNM/SGB (Verdugo Cities):** The administrative staff for South Pasadena, San Marino and San Gabriel Fire Departments now have a new name: Verdugo Cities. However, each Fire Department retains their respective agency name.
- H. **STR 918 W. Huntington Dr., ARC – 2<sup>nd</sup> Alarm – 8/7:** No issues or concerns noted from dispatch staff; several freeway calls, another structure and another electrical fire were also being handled at approximately the same time. LA County E5 had an ICIS capable portable radio and they were provided an additional one when they arrived on scene to assist with fireground communications.
- I. **BRUSH Lincoln & Avenida De La Merced – 4<sup>th</sup> Alarm – 8/16 MTB:** A multiple incident form was not filed by supervisory personnel, however the following was captured: Lincoln IC was advised that additional units would need to be requested from Region 1 for the 4<sup>th</sup> alarm; the IC was satisfied with the use of the additional 3 engines from Area C. WT37, WT41, and BR55 were also dispatched. The fire extended into the LAC area and MTB performed Unified Command with LAC, however some time elapsed prior to both IC's coming together which caused some communications/confusion with division groups on the fireground. The Super Scoopers were also deployed on the incident. LAC also dispatched a full, first alarm BRUSH assignment on this incident. LAC Copter 10 had a hard landing with significant damage to aircraft and at least one crew member with moderate injuries who was subsequently transported. An investigation is on-going for that item.

There was discussion regarding concern with timeliness of move-ups and whether a new method of move-ups needs to be considered by Operations Committee; extended commitment of Area C resources to the incident (staff recalls not performed by MTB?); MPK did perform staffing recalls to support manning of two engine companies. Question: Could Area E resources have been better utilized for either additional alarms through Region 1 and/or for move-up purposes? Current agreements between MTB and AREA E (or Vernon Fire) need to be reassessed for better mutual/auto-aid support; current MTB/DNY agreement does not support Area E involvement to the level that it could for MTB. **However, vis-à-vis Area C Coordination, personnel could have requested 5 closest resources from Area E as Mutual-Aid as Operational Area to Operational Area request.**

- J. **Verdugo Policy Reminder:** Due to the number of incidents that do occur simultaneously on the various freeways throughout the system, IC's may not declare the name of their incident as "Freeway IC". If each agency were to declare "Freeway IC" naming for every incident on the freeway there would be confusion with communications when incidents overlap each other. Incidents can be named to the nearest onramp/offramp, keeping in mind that the Verdugo Rd or Verdugo Blvd ramps would be problematic due to the need to hail Verdugo Fire as "Verdugo"; in that event naming "Glendale IC" (referencing the Glendale Freeway) would be more appropriate.
- K. **ICIS Radio System – Interference Issue:** ICIS Technical Staff are continuing to investigate the concern as the interference this summer was significant and impacted several agencies operations inclusive of a significant incident involving MTB PD. Interestingly, no issues have been reported since the 7.14 upgrade even though the weather has been significantly heated and strong; this would question the initial assessment of the issue as being "ducting" phenomenon.

- L. **FirstNet State Consultation:** EA Wise gave a brief presentation on the status of CalFRN which is the California driven effort for FirstNet involvement (attachments).
- M. **Upcoming CFC 510 Training – Emergency Responder Radio Coverage:** On 9/22 at Glendale Fire Prevention a class on CFC510 which requires every new building to have in-building coverage and must be part of plan check/inspection. Training opportunity will offer ability to meet with BDA/DAS vendors and their products. Registration is through Fire Prevention Officers (attachments).

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## II. Update on Continued Areas/Projects/Issues:

### A. Surveys:

1. **PAS Accreditation Process: Completed and Accredited!**
2. SGB undergoing ISO Survey.
3. ALH undergoing ISO Survey.

B. **TICP 2015** – No update.

C. **FOOTHILL RADIO PLAN** – No Update.

D. **ROSS/CICCS Data Entry Project (THSP – Technical Specialist): Complete! FF1-is next**

E. **NG-9-1-1 (RING) Project** – Port locking issue is mostly resolved through configuration changes to the software; however still looking into resolution for conferencing callers which might also contribute to the concern. SMD PD cutover completed on 9/3. Next up agencies are: San Fernando PD, Beverly Hills PD and Alhambra PD. Due to cutover schedule it is unlikely we'll migrate to ESInet until after 1<sup>st</sup> of the year.

F. **Disaster Recovery Center (DRC)** – No Update.

G. **ICIS P25 RADIO** – 7.14 infrastructure upgrade was completed last week with no major impacts.

H. **Operations Committee Updates** – No Update.

I. **State 9-1-1 Working Group, Long Range Planning, and Advisory Board, FIRSTNET** – No Update.

J. **CAD Projects** –

1. **CAD-to-CAD Project:** RFP Issued with proposals due November 11; a good deal of work and meetings will be up and through the holidays in order to meet grand deadline in March/2016.
2. **CAD Replacement:** We're meeting with a CAD Vendor 9/9 for a new demo. EA Wise has tasked Verdugo Staff with review of the 2015 CAD Functional Document to determine what changes are needed in the CAD RFP.

**K. TF Action Items** – Need inventory of current P-25 capable Mobiles/Portables.

Agency	Mobiles	Portables
ALH		
ARC	35	96
BRK		
BUR		
GLN	132	195
MPK	22	65
MRV	14	61
MTB		
PAS		
SGB	15	46
SMD	11	23
SNM		
SPS		

- L. Verdugo Staffing** – FCO Robin Krestalude who was hired 7/21/15 resigned effective 8/25. A new requisition has been started to allow for filling of the vacancy. FCO Michael Ferrari was hired effective 8/16 – Welcome Michael! Two candidates remain in background process. Therefore there are three vacancies remaining to be filled as of today's meeting.

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**III. Roundtable:**

**ALH** – Captain exam Oct 9; looking for raters.

**ARC** – Chief Spriggs: RTF-4 USAR Drill – tomorrow and Thursday and Saturday 9/12 in Santa Fe Springs. Discussion about RTF-4 vs RTF-2 and Vernon's potential inclusion with Verdugo and whether it will change. Upcoming ballot measure involving Utility Users Tax (Fire receives 13%) may be in jeopardy if passed in April/2016; could mean shutting down of stations and apparatus. Chief Norwood retiring April 1.

**BRK** – Chief Garcia; two recent incidents with LFD, but they didn't want to initiate the Foothill Plan; one in Griffith Park and one in Sunland/Foothill area (EA Wise will follow-up). Doing FF recruitment soon. Captains and BC exam upcoming. CISM team called in recently. EA Wise asked that when CISM is initiated that the team check with Verdugo Staff for any CISM needs; however, must follow current Verdugo CISM policy which is to not have Verdugo Staff involved in field debriefing. Team can come to Verdugo if needed with follow-up by Verdugo Staff with City of Glendale EAP program.

**GLN** – Greg Fish is new FC as of 9/1; DC position is open; Captain test upcoming – looking for support from other agencies for panels. CICCIS – REM (Rapid Extrication Module) requires LARRO. CICCIS Committee will develop REM requirements for Area C Agencies; at min. CRWB req. Next meeting is 10/27.

**MPK** – Captain exam upcoming. Preparing for upcoming rain season. Sandbags

**MRV** – Transition process for Ernie Moreno and Kyle McKee introduced; looking at new KME's.

**PAS** – DC process is ongoing. Accreditation process passed!

**SMD** – FF retention issue but working through it. Recently deployed on ST up north; good experience.

**Dr. Loza** – Identified to the group the importance of CISM and to watch carefully for personnel signs of outward behavior and/or introverted behavior and potentially the need for CISM.

**Next Task Force Meeting:** Tuesday October 13, 2015 at Verdugo Fire Communications at 09:00 hours.